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UNITED NATIONS CONFERENCE
ON HUMAN SETTLEMENTS
(HABITAT II)

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Item 6 of the provisional agenda*

ORGANIZATION OF WORK, INCLUDING THE ESTABLISHMENT OF THE MAIN COMMITTEES OF THE CONFERENCE

Organizational and procedural matters

Note by the Secretariat

1. At its second session, the Preparatory Committee for the United Nations Conference on Human Settlements (Habitat II) approved the proposed organization of work for the Conference, which was subsequently endorsed by the General Assembly in resolution 50/100. The provisional rules of procedure for the Conference (A/CONF.165/2), as recommended by the Preparatory Committee at its second session and endorsed by the General Assembly in the same resolution, will be submitted to the Conference for adoption. The provisional agenda for the Conference was approved by the Preparatory Committee at its third session (see document A/CONF.165/PC.3/7, decision 3/3).

2. The proposals contained herein have been prepared on the basis of the documents mentioned above.

I. PRE-CONFERENCE CONSULTATIONS

3. In its decision II/3 the Preparatory Committee recommended that the Conference be preceded by two-day pre-Conference consultations, which should take place at the venue of the Conference in Istanbul, on 1 and 2 June 1996. This recommendation was endorsed by the General Assembly in resolution 50/100.

4. The purpose of these consultations, which will be open to all participating States, is to reach a final agreement on the recommendations to be made on all procedural and organizational matters to be dealt with by the Conference at the

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opening meeting, including the election of officers, the composition of the General Committee, the adoption of the rules of procedure, the adoption of the agenda and organization of work, the appointment of the members of the Credentials Committee, the accreditation of non-governmental organizations and international associations of local authorities, and the arrangements for the preparation of the report of the Conference. The consultations will also permit a further exchange of views among delegations on any other outstanding procedural and/or organizational matters, as necessary.

II. ELECTION OF OFFICERS

5. Rule 6 of the provisional rules of procedure for the Conference (A/CONF.165/2) provides that the Conference shall elect from among the representatives of participating States the following officers: a President, 27 Vice-Presidents, an ex officio Vice-President from the host country, a Rapporteur-General, and a Chairperson for each of the main committees established in accordance with rule 46. These officials should be elected on the basis of ensuring the representative character of the General Committee composed in accordance with rule 11. The Conference may also elect such other officers as it deems necessary for the performance of its functions.

6. Rule 11 provides that the Conference will have a General Committee composed of the President, the Vice-Presidents, the Rapporteur-General and the Chairpersons of the main committees. In accordance with standard practice, the Presidency of the Conference would go to the host country. The 27 Vice-Presidents would be distributed according to the following geographical pattern: seven representatives from African States, six from Asian States, three from Eastern European States, five from Latin American and Caribbean States, and six from Western European and other States.

7. Regional groups should endeavour to ensure that they will be in a position to make known their nominations for the posts in the General Committee at the pre-Conference consultations.

III. ADOPTION OF THE RULES OF PROCEDURE

8. The Conference will have before it the provisional rules of procedure endorsed by the General Assembly in resolution 50/100. The provisional rules of procedure are contained in document A/CONF.165/2.

IV. ADOPTION OF THE AGENDA

9. The Preparatory Committee, at its third session, recommended for adoption by the Conference the provisional agenda set out in document A/CONF.165/1.

V. ORGANIZATION OF WORK

A. Establishment of the main committees

10. In accordance with the recommendations of the Preparatory Committee, which were subsequently endorsed by the General Assembly, it is proposed that the Conference organize its work around a plenary and two main committees: Committee I and Committee II.

11. It is proposed that the main committees of the Conference meet from the afternoon of 3 June to the afternoon of 11 June. The Chairpersons of the main committees will be elected by the Conference in accordance with the provisions of rule 6 of the provisional rules of procedure of the Conference. It is recommended that agreement be reached on the slate of candidates for posts falling within the ambit of the main committees before the opening of the Conference, thus permitting election by acclamation and dispensing with the requirement for a secret ballot.

B. Allocation of items

12. It is proposed that items 1, 2, 3, 4, 5, 6, 7, 8, 11, 12 and 13 of the provisional agenda be considered in plenary and that item 9 be allocated to Committee I and item 10 be allocated to Committee II.

C. General exchange of views

13. The plenary will consist of two segments. It is proposed that the first segment take place from 3 to 11 June 1996. It will allow for a general exchange of views on item 8 of the provisional agenda (State of human settlements, including strategies for their improvement). The statements made in this segment should focus on national plans of action and strategies for their implementation.

14. It is proposed that oral statements presented in the plenary during the Conference should not exceed seven minutes, it being understood that full-length statements may be circulated in writing. No delegation will be allowed to speak more than once during the general exchange of views during the first segment of the Conference.

D. High-level Segment

15. The second segment, from 12 to 14 June 1996, which will be identified as the "High-level Segment", will provide the opportunity for world leaders to commit themselves to making cities, towns and villages in their countries healthy, safe, just and sustainable, as encouraged by the General Assembly in paragraph 14 of resolution 49/109. Accordingly, this Segment will be held at the highest possible level of participation, as recommended by the General Assembly in paragraph 1 of resolution 47/180 and reaffirmed in paragraph 5 of resolution 49/109 and paragraph 4 of resolution 50/100. Consequently, States,

in accordance with the recommendation of the Preparatory Committee, as endorsed by the General Assembly in resolution 50/100, are encouraged to be represented at the High-level Segment by their Heads of State or Government or by other high-level appointees who could present specific commitments on behalf of their respective Governments.

E. Committee I

16. Committee I will be responsible for the preparation of the Habitat Agenda: Goals and Principles, Commitments and Global Plan of Action, which will be adopted by the Conference in plenary. Committee I may wish to establish an open-ended working group to assist it in its work.

F. Committee II

17. Committee II, composed of the representatives of Member States, will encourage broad-based participation in the Conference by conducting hearings on the positions of all partners on item 10 of the provisional agenda of the Conference. For these hearings, statements and commitments will be brought to the Committee by the representatives of the local authorities, non-governmental organizations and all the other relevant partners, including the organizations of the United Nations system.

18. The statements and commitments to be presented by the partners in the hearings in Committee II will be the result of a preparatory process by these groups, including the global forums of cities and local authorities, non-governmental organizations, parliamentarians, academies of science, foundations, professional associations, the private sector and labour unions, which will be held in Istanbul. Each hearing will be followed by a discussion by representatives of these partners with members of the Committee. Committee II will also receive recommendations from the series of thematic Habitat Dialogues for the 21st Century as well as a statement from the special Forum on Human Solidarity. The report of Committee II is expected to include a series of Chairman's summaries of the deliberations of each of the forums and dialogues.

19. Further details regarding the work of Committee II are contained in document A/CONF.165/10/Rev.1.

G. Timetable for the work of the Conference

20. The proposed timetable for the work of the Conference is contained in the annex to the present note. It is understood that the main committees will adjust their organization of work as required.

H. Organization of meetings

21. The resources available to the Conference allow for a maximum of four simultaneous meetings in the morning and four in the afternoon, with interpretation facilities, including committees, working groups and informal consultations. Interpretation facilities can be provided to regional group meetings only when these are held in place of formal meetings or if these facilities are otherwise available.

22. In accordance with the provisions of rule 48 of the provisional rules of procedure, the Conference and the main committees may establish such working groups as they deem necessary for the performance of their functions. It should be noted, however, that committees, subcommittees and working groups can be established only to the extent permitted by the Conference service facilities available at the Conference site.

23. Meetings will normally be scheduled from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. In order to ensure the most efficient use of available resources, it is essential that all meetings start promptly at the time scheduled. For the meetings of the High-level Segment, the schedule will be adjusted as necessary.

VI. CREDENTIALS OF REPRESENTATIVES TO THE CONFERENCE: APPOINTMENT OF THE MEMBERS OF THE CREDENTIALS COMMITTEE

24. Rule 4 of the provisional rules of procedure provides that a Credentials Committee of nine members shall be appointed at the beginning of the Conference and that its composition shall be based on that of the Credentials Committee of the General Assembly of the United Nations at its fiftieth session.

25. At the fiftieth session of the General Assembly, the Credentials Committee was composed of China, Luxembourg, Mali, the Marshall Islands, the Russian Federation, South Africa, Trinidad and Tobago, the United States of America and Venezuela.

VII. REPORT OF THE CONFERENCE

26. In accordance with the practice followed at previous United Nations conferences, it is recommended that the report of the Conference consist of the decisions of the Conference, a brief account of the proceedings and a repertorial account of the work of the two main committees and of the action taken in plenary on their recommendations, as well as of statements and commitments made by Member States, partners and organizations of the United Nations system.

Annex

PROPOSED TIMETABLE FOR THE WORK OF THE CONFERENCE

Saturday, 1 June and Sunday, 2 June		Pre-Conference consultations
		PLENARY
Monday, 3 June		
10 a.m.	Item 1	Opening of the Conference
	Item 2	Election of the President
	Item 3	Adoption of the rules of procedure
	Item 4	Adoption of the agenda and other organizational matters
	Item 5	Election of officers other than the President
	Item 6	Organization of work, including the establishment of the Main Committees of the Conference
	Item 7 a/	Credentials of representatives to the Conference:
		(a) Appointment of the members of the Credentials Committee
3 p.m.	Item 8	State of human settlements, including strategies for their improvement
		General exchange of views
	Item 8	General exchange of views (continued)
Tuesday, 4 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (continued)
Wednesday, 5 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (continued)
Thursday, 6 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (continued)
Friday, 7 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (continued)
12 noon	Closure of the list of speakers on item 8	

Monday, 10 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (continued)
Tuesday, 11 June		
10 a.m. and 3 p.m.	Item 8	General exchange of views (concluded)

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a/ Item 7 (b) (Report of the Credentials Committee) will be scheduled for consideration in the plenary at a date to be determined by the General Committee.

HIGH-LEVEL SEGMENT

Wednesday, 12 June	
10 a.m.	Welcoming ceremony for world leaders
	Address by world leaders
3 p.m.	Address by world leaders (continued)
Thursday, 13 June	
10 a.m. and 3 p.m.	Address by world leaders (continued)
Friday, 14 June	
10 a.m.	Address by world leaders (concluded)
3 p.m.	Adoption of the Declaration and the Habitat Agenda
	Adoption of the report of the Conference

Closure of the Conference

COMMITTEE I

Monday, 3 June	
3 p.m.	Election of officers
	Organization of work
	Adoption of the Habitat Agenda: Goals and Principles, Commitments and Global Plan of Action
Tuesday, 4 June to Tuesday, 11 June	
10 a.m. and 3 p.m.	Adoption of the Habitat Agenda: Goals and Principles, Commitments and Global Plan of Action (continued and concluded)
Tuesday, 11 June	
3 p.m.	Adoption of the report of Committee I

COMMITTEE II

Monday, 3 June	
3 p.m.	Election of officers Organization of work
Tuesday, 4 June	
10 a.m. and 3 p.m.	Hearings involving mayors and representatives of international associations of local authorities representing the World Assembly of Cities and Local Authorities
Wednesday, 5 June	
10 a.m.	Hearings involving representatives of the World Business Forum
3 p.m.	Hearings involving representatives of the Foundations Forum
Thursday, 6 June	
10 a.m.	Hearings involving representatives of the Academies of Science and Engineering Forum and the Professionals and Researchers Forum
3 p.m.	Hearings involving representatives of the Parliamentarians Forum and the Labour Unions Forum
Friday, 7 June	
10 a.m. and 3 p.m.	Hearings involving representatives of the United Nations system that are presenting comments concerning the participation of their organizations in the strategy for implementing the Habitat Agenda
Monday, 10 June	
10 a.m. and 3 p.m.	Hearings involving representatives of non-governmental organizations and community-based organizations
Tuesday, 11 June	
10 a.m. and 3 p.m.	Hearings involving representatives of the Habitat Dialogues for the 21st Century and representatives of the Forum on Human Solidarity

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